Curriculum Committee Meeting Minutes  
October 13, 2011   2:30 pm  
Student Center – Room 1


Item #2 New Course Proposal  ART-223   This proposal, submitted by the English and Humanities Division, details the new Jewelry II course with a 3-credit value.  This course will be offered as Experimental for Fall 2011 and will run as a regular course for the future.  Clarification on the semester hours should be 45 not 3.5. The Committee endorses this proposal from the English and Humanities Division with the noted change.

Item #3 Course Modification PHR-103   This proposal, submitted by the Mathematics, Science and Engineering Division, details the change in credits from 1 to 2. This change will allow more time to address technology training for Pharmacy technicians in the workplace. Clarification on the semester hours should be 30 not 2. The Committee endorses this proposal from the Mathematics and Science Division.

Item #4 Program Modification CER.PHR   This proposal, submitted by the Mathematics, Science and Engineering Division, reflects the changes to the CER.PHR program due to the change in PHR-103 and adds BUS-145 to the Program Requirements. This was suggested by the Program Advisory committee to focus on Customer Service. This change increases the total credits to 28 and also meets the requirement for accreditation. The Committee endorses this proposal from the Mathematics and Science Division.

Item #11 Program Modification LTR.PHR   This proposal, submitted by the Mathematics, Science and Engineering Division, reflects the changes to the LTR.PHR program due to the change in PHR-103. The credits required for completion increases by 1 for a total of 8. The Committee endorses this proposal from the Mathematics and Science Division.

Item #12 Course to be made inactive ADJ-209   This proposal from the Behavioral and Social Sciences and Business Division explains the reasons to make the ADJ-209 Corrections Management course inactive. The certificate in Corrections Management was made inactive due to Gainful Employment and this course was pivotal in this certificate. The Committee endorses this proposal from the Behavioral and Social Sciences and Business Division.

Item #13 Course Modification ADJ-205   This proposal from the Behavioral and Social Sciences and Business Division explains the reasons to change the title (was Criminalistics to Forensic Science for Criminal Justice) and change credits from 4 to 3. The Computer Forensics Option in the IST program uses this course as part of the required courses – TCS should submit paperwork to change the number of credits required. The Committee endorses this proposal from the Behavioral and Social Sciences and Business Division.

Item #14 New Course Proposal ADJ-215   This proposal from the Behavioral and Social Sciences and Business Division details the new course Use of Force in Criminal Justice ADJ-215
with a 3-credit value. Summer 2012 will be the first time offered. Question was raised regarding the Assessment plan about timing of assessment – answer to check syllabus and as a test run for Summer this will be addressed. For this new course, the COG needs to be submitted. This item was tabled to the next meeting when the COG will be included in the proposal.

**Item #15 Course Modification BTC-201** This proposal, submitted by the Mathematics, Science and Engineering Division, details the change in pre-requisites for BTC-201. The change seeks to add a qualifying grade of ‘C’ or better to all pre-requisite courses (BTC-101 and the BIO/CHM course). This item was tabled to the next meeting for various members of the committee and Dr. Manfre to do some research into the acceptance of “C” on general education courses.

Other items included:
- introduction of Stephanie Rittler as the TCS representative
- approval of the September minutes
- a draft statement of the policy(one of the charges) was distributed and opened for discussion.
- a discussion of consistency in grading what numeric range is A, B, C, D, F grade
- the list of assignments for the Curriculum Development and Review Committee was distributed – note there is an additional item to this list – how to progress with the Completion Agenda.

When any item listed above was supported, there was a motion, a second and a vote following. All items endorsed received unanimous votes unless noted otherwise.

Next meeting scheduled for November 10, 2012 in Room 1 of the Student Center. Meeting adjourned.